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UNITED STATES INTELLIGENCE BOARD

HUMAN SOURCES COMMITTEE

HSC-ESG-047

2 September 1975

25X1 MEMORANDUM FOR: [REDACTED] O/DCI/NIO

25X1 SUBJECT: FOCUS

25X1 1. Now that we all have survived the summer doldrums we hope to soon engage in a variety of new FOCUS exercises. The DCI Management Objectives obligate us to complete eight new FOCUS studies by the end of the calendar year. Studies on [REDACTED] are under way, and we hope that the appropriate NIOs will begin to initiate studies from the list that we all agreed upon some months ago.

2. When you have the opportunity, you might remind your colleagues that those of us working with the HSC are available to help with the NIO reporting assessments. As the 17 March Procedures paper says; "HSC staff support may include the services of a reporter to take notes, prepare first drafts of an assessment report, and provide other assistance as requested."

25X1 3. We continue in our attempts to refine and improve the FOCUS procedures. For example, after the NIO report is received by the Chairman, HSC and written comments from collection managers are invited, General Wilson had been holding full HSC sessions to discuss how human sources reporting can be improved. The NIO--who sits at the head of the table with Wilson--has the opportunity to exchange views with the collection managers regarding the reporting assessment and what needs to be done about reporting problems. The coordinated report recording this discussion becomes a companion document with the NIO assessment report. You also will be interested in knowing that we intend, during the next several months, to

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take another look at the FOCUS exercises earlier completed and to assure ourselves (and Mr. Colby) that any needed followup actions are in fact being taken.

4. There is one problem that I wish to bring to your attention. On several occasions, and for various reasons, some people who need to be invited to the NIO FOCUS assessment seminars have failed to receive their "invitations." We would very much appreciate it if, in addition to other invitees, the NIOs would send invitations/agendas to the HSC Secretariat and to the State, CIA, and DIA HSC Members. We will then double check to make sure that everyone gets his invitation, and we may make recommendations to the NIO regarding other people who might be invited. (A list of names and addresses is attached.)



Chairman
Executive Steering Group

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Attachment:
As stated

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25X1 [redacted] Executive Secretary
Room 2G-40

Mr. John B. Thro, State Member
Room 8732
New State

25X1 [redacted] DIA Member
Room 913
Pomponio Plaza

Miss Eloise Page, CIA Member
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